

25 June 1975

Mr. Thomas Meyer
Assistant Director for Executive Operations and Evaluation
Room 6R48, Bureau of Executive Manpower
U. S. Civil Service Commission
1900 E Street, N.W.
Washington, D.C. 20415

Dear Mr. Meyer:

STATINTL

This will confirm our telephone conversation today in which I advised that we are substituting Mr. [REDACTED] for Mr. [REDACTED] at the Federal Executive Institute Executive Leadership and Management Program, 21 July - 8 August 1975. Enclosed is Optional Form 37 on [REDACTED]

STATINTL

STATINTL

I regret any inconvenience this change may have caused.

Sincerely,

[REDACTED]
Executive Secretary
Training Selection Board

STATINTL


Enclosure

STATINTL

ES-TSB [REDACTED]:maq
Distribution:
Orig - Adse
2 - RG/TSS/TR w/cpy encl
2 - ES-TSB w/cpy encl

NOMINATION FOR INTERAGENCY TRAINING

COURSE	1. Course title	2. Cost
	Approved For Release 2000/08/28 : CIA-RDP78-04202A000100150019-8	\$1100
	Executive Leadership and Management Program	3. Agency offering course
		Federal Executive Institute
	4. Dates of course	5. Location of course (city, State)
	21 July - 8 August 1975	Charlottesville, Virginia

NOMINEE	6. Name (First)(Initial) (Last) (Mr., Miss, Mrs.)	7. Position title
		Contract Officer
	8. H	9. Pay plan and grade
		GS-16
		10. Office telephone (including Area Code)
		202 - 351-1100
	11. Enter here special information required by the course announcement	
	Promoted to GS-16 May 1975	

AGENCY	12. Billing address (including ZIP Code)	13. Approving official (signature and title)	
	Registrar, Office of Training Central Intelligence Agency Washington, D.C. 20505	Registrar, Office of Training	
		14. Date	15. Telephone (including Area Code)
		25 June 1975	202 - 351-2193

**Registrar, Office of Training
Central Intelligence Agency
Washington, D.C. 20505**

16. Return address of nominating agency (including ZIP Code)

FOR USE BY AGENCY OFFERING TRAINING—DO NOT FILL IN THIS PART		
ACTION	17. Nominee is: <input type="checkbox"/> Selected as nominated <input type="checkbox"/> Selected for alternative dates (see Remarks) <input type="checkbox"/> Not selected (see Remarks)	18. Remarks
	19. First session of class meets	

INSTRUCTIONS TO NOMINATING AGENCY

1. Observe the Nominating Criteria and Special Instructions in Course Announcement or Bulletin before completing this form.
2. All requested information, Items 1 through 16, must be furnished. Use typewriter to complete form.
3. Submit the original and the first three copies (do not remove carbons) to the agency offering the training. See Course Announcement or Bulletin for correct address. The agency submitting the nomination may retain the additional two copies.
4. A copy of this form will be returned by the agency sponsoring the training, indicating the action taken on the nomination in the ACTION block.

Approved For Release 2000/08/28 : CIA-RDP78-04202A000100150019-8